

## § 101-40.713

parts 102 through 104 shall be determined uncollectible and reported to the General Accounting Office or the Department of Justice for appropriate action under criteria established by GAO under 4 CFR part 105.

[51 FR 24343, July 3, 1986]

### **§ 101-40.713 Clearing carriers of liability.**

When it is determined as the result of investigation or evidence submitted by a carrier that loss or damage to a Government shipment is not the responsibility of the carrier, the consignee shall take necessary steps to clear the carrier of liability and to withdraw or amend any claim which may have been filed for recovery of losses. In this regard, the consignee shall prepare a document which will effectively remove or amend any exception that had been noted on the carrier's delivery documents. While no precise form or format is prescribed, this document shall be prepared in sufficient detail to identify the shipment and to show the basis for relieving the carrier of liability. This includes

(a) A reference to the Government bill of lading number or other transportation document;

(b) A detailed description of the property shipped;

(c) A reference to the exception taken to the quantity or condition of the property delivered;

(d) The number and date of any claim which has been filed with the carrier; and

(e) The basis on which the exception or claim is being withdrawn.

The consignee shall forward the original of this document to the carrier against whom the claim has been filed (or, in case the claim has not yet been filed, to the carrier that is billing for transportation charges or related services), and a copy shall be attached to the blue memorandum copy (Memorandum Copy-Consignee) of the bill of lading. In addition, the consignee shall send copies of the document to other offices involved in the initial claim action. (See the GSA handbook, Discrepancies or Deficiencies in GSA or DOD Shipments, Material, or Billings (subpart 101-26.8), for reports required in

## 41 CFR Ch. 101 (7-1-99 Edition)

connection with shipments from GSA or DOD.)

[42 FR 25861, May 20, 1977]

### **Subparts 101-40.8—101-40.48 [Reserved]**

### **Subpart 101-40.49—Forms**

SOURCE: 51 FR 24343, July 3, 1986, unless otherwise noted.

#### **§ 101-40.4900 Scope of subpart.**

This subpart provides the means for obtaining forms prescribed or available for use in connection with the subject matter covered in part 101-40. These forms are designed to provide uniform methods of requesting and transmitting transportation advice and assistance, uniform documentation of transactions between Government agencies, the Government and the transportation industry, and related industries.

#### **§ 101-40.4901 Standard forms; availability.**

Standard forms referenced in this part, unless otherwise provided in the section prescribing the form, may be obtained by submitting a requisition in FEDSTRIP format to the GSA regional office providing support to the requesting agency.

#### **§ 101-40.4901-361-1 Guidelines for preparation of Standard Form 361, Transportation Discrepancy Report (Rev. 3-84).**

See § 101-40.4901 for information on obtaining Standard Form 361.

### **SECTION A**

#### *General*

a. The March 1984 edition of Standard Form 361, Transportation Discrepancy Report, requires the use of codes for certain information. A stub attached to the top of the form provides instructions concerning where to locate these codes for civilian agencies and the Department of Defense (DOD). The codes furnished in this section are uniform for civilian agency use in preparing the Transportation Discrepancy Report (TDR).

b. The TDR is a two part form. Part I covers blocks 1 through 33, and part II covers